

Town of Miami Lakes

ITB 2013-01

Title: Custodial Services for Town Facilities and Parks

Addendum #1

Bid Opening Date: March 22, 2013

This addendum is hereby incorporated into and made a part of the Invitation to Bid ("ITB") 2013-01. The following may include clarifications, revisions, additions, deletions, and/or answers to questions received relative to the ITB, which take precedence over the ITB documents. Underlined word(s) indicate additions and deletion are indicated by strikethrough.

Requests for Information/Clarification:

1. **Question:** Can you provide the bidders with a schematic?

Answer: Yes, please see Exhibit B for Future Facilities' Floor Plans and the document titled 'Square Footages' for more information.

2. **Question:** Can the bidders contact someone for site visits?

Answer: Yes, please contact Dario Martinez at MartinezD@miamilakes-fl.gov for site visits.

Modification:

1. Section 4.2 Contract Term:

This Contract shall be effective upon execution by both parties and shall continue for a term of thirty ~~six (30)~~ **36** months from the date of execution by the Town unless extended in accordance with Article 4.3. No Work shall commence until a written Notice to Proceed is issued.

2. Section 4.4 Hours & Minimum Staffing for Performing Work:

Standard Services shall be performed at the following locations and times as follows:

- Government Center
 - A minimum of 1 full time staff person between the hours of 7:00 am until ~~XX~~ **5 pm or until such time in which performance is satisfied under the contract**, Monday through Friday except on Town Council meeting days when full time staff shall remain until the 1 hour after the end of the Town Council meeting.

The Bidder shall acknowledge receipt of this addendum by completing the applicable section of the ITB or by completing the section below acknowledgment information below. Either form of acknowledgement must be completed and returned by no later than the date and time for receipt of the Bid Submittal.

Acknowledgement:

Name of Signatory

Signature

Title

Name of Bidder

Date

Gary Fabrikant
Procurement Manager